

HALIFAX

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Item No. 15.1.3
Halifax Regional Council
December 14, 2021

TO: Mayor Savage and Members of Halifax Regional Council

SUBMITTED BY: Original Signed by 

Jacques Dubé, Chief Administrative Officer

DATE: December 1, 2021

SUBJECT: **Increase to Request for Quotation 21-407, Snow & Ice Control – Multiple Sites**

ORIGIN

This report originates from a need to increase the contract group beyond 20% or \$20,000 of its original value.

LEGISLATIVE AUTHORITY

The Municipality may spend money for municipal purposes in accordance with section 79A of the HRM Charter. The recommended contract award complies with all of the pre-requisites for awarding contracts as set out in section 26 of Administrative Order 2020-004-ADM, the *Procurement Administrative Order*.

The recommendation complies with all the pre-requisites for Contract Amendment as set out in section 32 of the Administrative Order 2020-004-ADM, the Procurement Administrative Order.

Section 32, Section 7 of the Procurement Administrative Order provides that Halifax Regional Council can approve cumulative contract amendments for any amount.

RECOMMENDATION

It is recommended that Halifax Regional Council approve an increase to the Request for Quotation 21-407, Snow & Ice Control - Multiple Sites, for a five-year total price of \$221,610, net HST included, with funding from Halifax Transit cost centre R683, as outlined in the Financial Implications section of this report.

BACKGROUND

In November 2021, RFQ 21-407, Snow & Ice Control - Multiple Sites was awarded to five (5) vendors for 13 groups of properties, including Total One Contracting Inc. for Group E.

The term is three-years with an option to renew for two additional one-year terms. The start date was November 15, 2021.

On November 22, 2021, Halifax Transit began operations at the new Bedford West Park and Ride, 120 Innovation Drive, Bedford. This site requires snow & ice control services. Snow & ice control services for all Bedford locations managed through Facility Maintenance & Operations service contracts are provided by Total One Contracting Inc. Through Procurement, Total One Contracting Inc. was invited to provide a quote for snow & ice control services to the Bedford West Park and Ride property.

The quote received was \$44,322, net HST included, per year for a five-year total cost of \$221,610, net HST included. The original award for RFQ 21-407 Group E was \$203,618, net HST included.

DISCUSSION

Staff has recommended an increase to RFQ 21-407, Snow & Ice Control – Multiple Locations, Group E, in the amount of \$221,610, net HST included, to provide service to the new Bedford West Park and Ride.

The amount represents an increase of 109% to the original contract value for this group.

FINANCIAL IMPLICATIONS

The incremental annual operating budget impact is \$44,322 for a total five-year increase of \$221,610, net HST included, for Snow & Ice Control – Multiple Locations. Funding is available in the approved 2021/22 Operating Budget Halifax Transit cost centre R683-6308 – Snow Removal. Future fiscal requirements will be brought forward for Council's consideration as part of regular budget process.

The 4- year estimated financial implications are summarized as follows:

Fiscal Year	2022/23	2023/24	2024/25	2025/26
Operating – Cost Centre R683-6308	\$44,322	\$44,322	\$44,322	\$44,322

RISK CONSIDERATION

There are no significant risks associated with the recommendations in this Report. The risks considered are low. To reach this conclusion, consideration was given to financial, legal and compliance, and service delivery risks.

ENVIRONMENTAL IMPLICATIONS

There are no environmental implications.

ALTERNATIVES

Regional Council could choose not to approve the recommendation.

ATTACHMENTS

There are no attachments.

A copy of this report can be obtained online at halifax.ca or by contacting the Office of the Municipal Clerk at 902.490.4210.

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